**St. Mary’s Episcopal Church, Wayne, PA Minutes from the Vestry Meeting – March 18, 2024**

**In Attendance:** The Rev. Lucy Ann Dure, Neal Fulton, Kathy Buckley, Christopher Hart, Tom Kelleher, Edith Helms, Craig Hoogstraten, Dave Lander, Bob Mickel, Linda Noll, Elizabeth Morrill

**Call to Order:** 6:05p

**Opening Prayer/Worship/Reflection:** (The Rev. Lucy Ann Dure)

* We took turns reading the Collects of Lent and discussed which were our favorites and why.

**Approval of Minutes:** (The Rev. Lucy Ann Dure)

* Minutes from the Vestry meeting of February 19, 2024, were approved with the following revision. We will not be discussing a capital campaign (interim Rectors do not lead capital campaigns).

**Treasurer’s Report:** (Craig Hoogstraten)

* Revenue Budget – We are on budget; however, we are down by $14,000 in pledge revenue and down by $22,000 in overall revenue compared with the same time last year.
* Expense Budget – We are over budget, in the red by $4,500.
* Finance Committee – Focus is on the annual audit, which is due in September of this year. We are over the income limit of $500,000 which would allow us to conduct a self-audit. In addition, it was recommended that we always leverage a third party to conduct the audit.
* Recommendation (Linda Noll) – To share our budget with parishioners.
	+ Linda will post the treasury report and minutes each month – posted on the bulletin board.

**Vestry Commissions Updates**

**Outreach:** (Scott Scheidt)

* Small Things Philly – Meal Packing on Palm Sunday, March 24, 2024 – To take place in St. Mary’s driveway. We will be packing non-perishable food items into boxes for families in need.
	+ Elizabeth Morrill will be contact person for this event.
* African Family Health Organization – New outreach opportunity. We are collecting clothing, non-perishable food, and financial donations.
	+ ESL instructors are needed for English Zoom classes.
	+ Rena and Scott will manage this program for the next month or two.
* Good Works – Scott has waivers for those who want to participate on April 6, 2024.
* Little Free Pantry – Donations are not keeping up with demand.
	+ More donations are needed.
	+ Goal – Drive a carload of donations to St. Mary’s in Chester.
* Water is Life Kenya – Will visit St. Mary’s in October 2024.
* Unity in the Community – Planning an event for August 2024.
* Noah’s Ark – Reopened on March 6, 2024, and doing well.
* Youth Trip – TBD

**Fun & Fellowship:** (Kathy Buckley)

* Coffee Hour – Participation has increased with the new sign-up sheet.
* Cake & Champagne after Easter Vigil (which is 7:30-9:00p) on Saturday, March 30, 2024.

**Invite Welcome & Connect: (**Kathy Buckley)

* Holy Week letters will be sent out this week.

**Worship & Diocese:** (The Rev. Lucy Ann Dure/Christopher Hart)

* Lucy Ann and Nicole are working on the bulletins for Holy week.
* Maundy Thursday Vigil needs volunteers to keep prayer for 1-hour shifts.
* Stations of the Cross – 2-5 people have attended each week.
* Nearing the end of Rite 1 – Palm Sunday will start Rite 2.
* Hope to increase visibility of the front door with signage that calls attention to morning and evening prayer services.
* There will be three fewer dioceses than we have now.
	+ Eastern and western Michigan dioceses are going to combine into one.
	+ All three dioceses in Wisconsin are going to unify into one.

**Buildings & Grounds:** (Bob Mickel)

* Will be moving away from the longer “punch list” and instead emphasize several projects called “transition and transformation work items”.
	+ Tom will help to create a board that showcases these projects – to include pictures, description, and cost estimate for each. The hope is to attract attention and donations.
	+ Critical projects include:
		- Fix the pipe that runs under the driveway.
		- Replace kitchen cabinets and flooring in the rectory.
		- Need to cover the rectory window wells – safety issue.
		- Fix leaking roof in the rectory.
	+ Need to get estimates for each of these projects which can then be presented to the congregation with a direct ask for donations.

**Christian Formation:** (Edith Helms/The Rev. Lucy Ann Dure)

* Edith will be cleaning up the storage room – tossing or donating to Noah’s Ark.
* The last in the 4-part series on the Nicene Creed, with visiting professor Dr. Phillip Cary, will be held on April 14, 2024.

**Communications & Media** (Tom Kelleher)

* Tom will take head shots of new vestry members.
* Working on the Ministry section of the website.
	+ Tom will work with Lucy Ann.
* Will update the video testimonials.
	+ Reach out to the 5 individuals who shared as part of the Stewardship campaign.

**Interim Rector- Committee of the Whole**

**New Vestry Liaisons:** (The Rev. Lucy Ann Dure)

* New vestry members are invited to oversee areas that are not covered:
	+ Stewardship
		- Pat will help.
	+ Pastoral Care & Memberships
		- Linda Noll will take this on.
	+ Mission
	+ Evangelism

**Columbarium Expansion:** (The Rev. Lucy Ann Dure)

* Can we expand out or up?
	+ Need to explore what is possible.

**Calendar Updates:** (The Rev. Lucy Ann Dure)

* Last Month Recap
	+ Lenten programs were rich and well attended.
	+ WoSM field trip to the Arden Theater.
	+ Annual Parish meeting was a success.
* Upcoming Events
	+ Holy week begins with Palm Sunday, with events throughout the week, concluding in Easter services followed by the Easter egg hunt.

**Warden’s Report:** (Neal Fulton)

* 5 new vestry members – which is a testament to the communication that we are sharing with the parish.

**Transition Progress** (Christopher Hart)

* 8 viable candidates have passed Canon Jane’s ‘red flag’ test.
* Search committee will meet with Canon Jane on April 18, 2024.

**Pastoral Care** (The Rev. Lucy Ann Dure)

* Marylu continues to improve.
* David Randolph is doing better and is at home.
* Lucy Ann will reach out to David Seavey for a visit.

**Closing Prayer**